



IOWA DEPARTMENT OF AGRICULTURE AND LAND STEWARDSHIP

Bill Northey, Secretary of Agriculture

DATE: February/March/April, 2014

TO: First Time Applicants and Vendors Needing to Re-Train for the Iowa Farmers Market Nutrition Program (FMNP) and WIC Cash Value Voucher (CVV) Program

FROM: Paul Ovrom, FMNP Administrator

RE: 2014 Iowa WIC/Senior Farmers Market Nutrition and Cash Value Voucher Program **ICN Vendor Training Sessions**

Growers who intend to participate for the first time in the 2014 Farmers Market Nutrition Program (FMNP), and vendors needing to fulfill the three year re-training requirement, must attend a mandatory vendor training session, and complete an annual Vendor Application and Agreement Form prior to the 2014 WIC/Senior FMNP and Cash Value Voucher (CVV) Program. The application can be completed before or after the training.

The Iowa Department of Agriculture and Land Stewardship has scheduled the 2014 WIC/Senior FMNP and CVV vendor training sessions. Five sessions will be offered via the Iowa Communications Network (ICN). One additional session will be held in Des Moines only. The 2014 ICN training schedule and the ICN training registration can be found below. **Registration is strongly recommended. Walk-ins may be allowed, but if there are no spaces left at a location you will have to attend a different location.** Returning vendors can register for training online when completing the online annual FMNP application (see below) – or complete and return the training registration form provided at the end of this schedule. Training sessions will begin promptly. Please be on time. The sessions typically last about an hour and a half including time for questions at the end. Please do not bring food or drink to the training sessions.

Please Note: If a training site has only a very few individuals signed up for attendance, that site may be dropped from the training schedule. If you signed up for such a site, you will be notified and given the opportunity to select another site to attend training.

Prior to - or after attendance at a training session - the 2014 Vendor Application and Agreement Form will need to be completed. The form needs to be returned no later than June 30th. New and returning vendors are encouraged to apply online; **training site selection can also be done when completing the online application.** Please go to <https://www.idalsdata.org/fmnp/index.cfm?fuseaction=main.showLogin> to complete the electronic form. Returning vendors will need their login username and password; new vendors simply select the “New Vendor Application Form” button. A printable application can also be found at <http://www.idalsdata.org/fmnp/index.cfm?fuseaction=main.formVendorApplication#> , & click on the live link words: “click here”. Or call 515-242-6239 or e-mail paul.ovrom@iowaagriculture.gov to request a paper copy.

As for the program itself – a couple of things to consider:

- Vendors must have at least 20% produce on their vendor table(s) at the start of any market day
- **All produce** must be locally grown
- “Local” for this program is considered to be Iowa and the adjoining counties that touch its borders
- Vendors must grow at least 51% of the produce they sell
- More information can be found at:
http://www.iowaagriculture.gov/Horticulture_and_FarmersMarkets/farmersMarketNutritionProgram.asp

If you need additional information, please contact me by phone at 515-242-6239 or e-mail at paul.ovrom@iowaagriculture.gov .

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| Wednesday, March 12, 10-11:30 am | | Farmers Market Nutrition Program Training Schedule |
| Farmers Market Nutrition Program Training Site* | Address | Notes |
| Britt – West Hancock High School | 420 9 th Av SW | “Enter bldg from west, turn right 1 st door on left past corridor, Room 63”; Parking free; seats 24 |
| Clinton Community College | 1000 Lincoln Blvd | Use front door, Room 105; Parking free; Seats 24 |
| Decorah - North Winneshiek Community School | 3495 North Winn Road | Main entrance; seats 18; Located eight miles north of Decorah |
| Des Moines – Iowa Communications Network Offices | 400 E 14 St | Grimes State Office Bldg; First floor; Reception desk is down the hallway NW of the elevators; An ICN logo directs you to the receptionist desk; Limited parking on the streets and in the Lucas St Office Bldg parking lots west of the Grimes Bldg; Seats 12 |
| Fairfield High School | 605 E Broadway | Room 16; Building Entrance: SE or NE doors; seats 25 |
| Ft Dodge – Trinity Regional Medical Center | 802 Kenyon Rd | Use the front entrance & ask at information desk in front lobby for directions to the “ICN Room”; Parking free |
| Harlan Community Library | 718 Court St | Directions to room posted; Parking free |
| Iowa City Public Library | 123 S Linn St | Entrance: “Off Linn St or College St”; Directions Posted: "yes - Meeting Rm D, enter lobby, go to end of Meeting Room Hallway"; Parking: "Metered or use parking ramp, 1 block south of library"; seats 24 |
| Manchester – West Delaware High School | 701 New St | Entrance: Main HS Building; Directions to room posted; Room 162; Parking: free |
| Marshalltown - Iowa Valley Community College | 3702 South Center Street | Continuing Education Center, Room 806; room directions posted; parking free; seats 24 |
| Osceola – Southwestern Community College | Hwy 34 West, 2520 College Dr | Osceola Center, Rm 102; parking free |
| Red Oak High School | 2011 N 8 th St | Room location: "tech bldg ICN classroom"; Bldg entrance: west entrance; Parking free |
| Sheldon – NW Iowa Community College | 603 W Park St | Directions to room posted; Room 402 in Bldg D; Building Entrance: "bldg A or D"; Moderately handicapped accessible; Parking free |

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| Thursday, March 27, 6:00 - 7:30 pm | | Farmers Market Nutrition Program Training Schedule |
| Farmers Market Nutrition Program Training Site* | Address | Notes |
| Carroll – DMACC Carroll Campus | 906 N Grant Rd | Rm Number 144; Parking free |
| Centerville High School | 600 CHS Dr | Bldg entrance: "south side of Simon Estes Auditorium"; Directions posted to room: "yes"; Parking free |
| Council Bluffs - Green Hills AEA | 24997 Hwy 92 | Building Entrance: East; Posted Directions to Room: Yes; parking free; seats 20 |
| Creston – Southwestern Community College | 1501 West Townline Rd | Instructional Center, Room 211; Use east, south, or west bldg entrances; parking free; fully handicapped accessible |
| Davenport - Eastern IA Community College | 326 West 3rd St - Kahl Educational Ctr | Entrance - "off of 3rd St"; Room directions posted; Room 300; Metered Parking; seats 28 |
| Decorah - North Winneshiek Community School | 3495 North Winn Road | Main entrance; seats 18; Located eight miles north of Decorah |
| Des Moines – Saydel High School | 5601 NE 7TH ST | Room 300; Entrance west side of bldg. name of school above door; Posted Directions to Room: Yes; Directions to Room: Down hall, turn left, ICN at end of Auditorium; seats 45 |
| Emmetsburg High School | 2 nd & King St | Bldg Entrance: "back"; Room No. 122; Direction are posted to the room; parking free |
| Marion Independent School District | 7777 S 15 th St | Room #117 in the Administration Wing; South parking lot entrance; Directions posted to the room – “Main south door of Admin wing, right twice, 1 st door on right; Parking free |
| Mason City - North Iowa Community College | 500 College Dr | Posted directions to room; Room No. 106 in the Activity Center; Parking: free |
| Peosta – NE Iowa Community College | 10250 Sundown Rd | Bldg Entrance: "SE door"; Room L-115; Directions posted to room; Parking free |
| Sioux City – East High School | 5011 Mayhew Ave | Main bldg entrance; Directions to room posted; Room 215; Parking free |
| Waterloo – Hawkeye Community College | 1501 E Orange Rd | Room number 127 in Tama Hall; Use N or S bldg entrance; Room directions are posted; Parking is free; Room and parking are handicapped accessible |
| West Burlington - Southeastern Community College | 1500 West Agency | Building Entrance: South door; Room 528; Posted Directions to Room: Yes; Seats 50 |

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| Tuesday, April 8th, Noon – 1:30 pm | | Farmers Market Nutrition Program Training Schedule |
| Farmers Market Nutrition Program Training Site* | Address | Notes |
| Burlington – Great Prairie AEA | 3601 W Ave | Entrance east side of bldg; Directions are posted to room; Parking free |
| Cedar Falls AEA | 3712 Cedar Heights Dr | Fully handicapped accessible |
| Cedar Rapids - Kirkwood Community College | 6301 Kirkwood Blvd SW | Linn Hall, Rm 2182; Entrance is east end of Linn Hall; Directions are posted to room; Parking free in front of Linn Hall in student lot or visitor space |
| Charles City – North Iowa Community College | 200 Harwood Dr | Charles City Center; Room 106; Parking free |
| Clarinda – Iowa Western Community College | 923 E Washington | Bldg Entrance: "east"; Room number 306; Directions posted to room; Parking free |
| Council Bluffs - Dept of Human Services | 417 E Kanesville Blvd | Use main front door on Kanesville Blvd & the front desk will direct; Parking free on lots east & west sides of bldg; Fully handicapped accessible |
| Davenport - Eastern IA Community College | 326 West 3rd St - Kahl Educational Ctr | Entrance - "off of 3rd St"; Room directions posted; Room 300; Metered Parking; seats 28 |
| Des Moines - Department of Education | Grimes Bldg - E 14th & Grand Ave | Enter 1st floor of the Grimes Bldg & go to 2nd floor & left of the elevator; Parking free - north of Grand Avenue (across Grand Ave from the bldg); handicapped parking just east of bldg; seats 35 |
| Dubuque - Keystone Area Education Agency | 2310 Chaney Rd | Room 2; seats 23 |
| Ft Dodge – Iowa Central Community College | 1 Triton Circle | Liberal Arts Bldg, room Lib 204; Use front entrance on the south, second floor to the right at the top of the stairs - or use main entrance & take elevator to second floor & take a left when exiting elevator and go to around corner, take another left and go to end of hallway - room is on the right; parking free |
| Osceola – Southwestern Community College | 2520 W McLane | Use east entrance; ICN Classroom 2 - room 103; Directions posted to room; Parking free; Fully handicapped accessible |
| Ottumwa – Great Prairie AEA | 2814 N Court St | Directions posted: "2nd hall on right, 2nd door on left"; Parking free |
| Sioux City – Northwestern AEA | 1520 Morningside Ave | Bldg entrance on north side; Room 206; Parking free |

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| Thursday, April 17th, 6:00 – 7:30 p.m. | | Farmers Market Nutrition Program Training Schedule |
| Farmers Market Nutrition Program Training Site* | Address | Notes |
| Algona – Iowa Lakes Community College | 2111 Hwy 169 N | Room location: "Attendance Center, Room 13"; Parking free |
| Cherokee - Washington High School | 600 W Bluff St | Armory Bldg, Fiber Optic Room; Parking free |
| Corning High School | 904 8 th St | North door entrance; Room 12; Fully handicapped accessible; Parking free |
| Des Moines – Saydel High School | 5601 NE 7 th St | Room 300; Entrance west side of bldg. name of school above door; Posted Directions to Room: Yes; Directions to Room: Down hall, turn left, ICN at end of Auditorium; Seats 45 |
| Ft Madison High School | 2001 Ave B | Room 506; Bldg entrance: "SW door off Ave B"; Directions to room posted; Parking free |
| Independence High School | 700 20th Ave SW | Please use the front doors to enter the building; the ICN Classroom is room 200; Enter the main doors, turn right at first hallway, room 200 is the second door on left by the water fountain; Seats 16 |
| Iowa Falls – Ellsworth Community College | 1100 College Ave | Reg Johnson Hall Rm 105; Bldg entrance: south door; Parking free |
| Muscatine Community College | 152 Colorado St | Larson Hall, Room 60; Bldg entrance on south side; Parking free |
| Ottumwa – Great Prairie AEA | 2814 N Court St | Directions posted: "2nd hall on right, 2nd door on left"; Parking free |
| Riceville High School | 912 Woodland Ave | Enter bldg by Supt. office (west side of school), turn left and go to Room 10; Parking free; Directions posted to room |

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| Tuesday, May 6th, 6:00 – 7:30 p.m. | | Farmers Market Nutrition Program Training Schedule |
| Farmers Market Nutrition Program Training Site* | Address | Notes |
| Cedar Falls AEA | 3712 Cedar Heights Dr | Fully handicapped accessible |
| Council Bluffs – Iowa Western Community College | 2700 College Rd | Looft Hall, Room 024; Bldg Entrance: "top NE corner of bldg"; Directions posted to room; "downstairs lower NW corner of bldg"; Parking free |
| Davenport - Eastern IA Community College | 326 West 3rd St - Kahl Educational Ctr | Entrance - "off of 3rd St"; Room directions posted; Room 300; Metered Parking; seats 28 |
| Des Moines – Saydel High School | 5601 NE 7 th St | Room 300; Entrance west side of bldg. name of school above door; Posted Directions to Room: Yes; Directions to Room: Down hall, turn left, ICN at end of Auditorium; seats 45 |
| Dubuque - Keystone Area Education Agency | 2310 Chaney Rd | Room 2; seats 23 |
| Ft Dodge – Iowa Central Community College | 1 Triton Circle | Liberal Arts Bldg, room Lib 204; Use front entrance on the south, second floor to the right at the top of the stairs - or use main entrance & take elevator to second floor & take a left when exiting elevator and go to around corner, take another left and go to end of hallway - room is on the right; parking free |
| Iowa City Public Library | 123 S Linn St | Entrance: "Off Linn St or College St"; Directions Posted: "yes - Meeting Rm D, enter lobby, go to end of Meeting Room Hallway"; Parking: "Metered or use parking ramp, 1 block south of library"; seats 24 |
| Marshalltown - Iowa Valley Community College | 3702 South Center Street | Continuing Education Center, Room 806; room directions posted; parking free; seats 24 |
| Mason City - North Iowa Community College | 500 College Dr | Posted directions to room; Room No. 106 in the Activity Center; Parking: free |
| Mt Pleasant Treatment Center | 1200 E Washington | Main entrance, second floor; Directions posted to room; Parking free |
| Osceola – Southwestern Community College | Hwy 34 West, 2520 College Dr | Osceola Center, Rm 102; parking free |
| Sioux City – Northwestern AEA | 1520 Morningside Ave | Bldg entrance on north side; Room 206; Parking free |
| Spencer – Iowa Lakes Community College | 1900 N Grand Ave | Entrance - west side; Directions posted to room; Room 118 in the Spencer Attendance Center |

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| Also: one additional training date in Des Moines only: | | |
| Thursday, June 12th, 2-4 pm | Wallace State Office Bldg, 502 E 9th St | Corner of Grand Ave and E 9th St.; Free parking in the ramp just west of the Wallace Bldg or in the public areas of the lots at E 9th and Des Moines Streets; 2nd Floor Conference Room - look for posted signs after entering the main lobby on the east side of the bldg; local phone: 515-242-6239 |

***Please Note: If a training site has only a very few individuals signed up for attendance, that site may be dropped from the training schedule. If you signed up for such a site, you will be notified and given the opportunity to select another site to attend training.**

2014 Iowa WIC/Senior Farmers Market Nutrition Program &

WIC Cash Value Voucher Program vendor ICN training registration:

You can select your training site on the online application (see p. 1 of this schedule) and/or

mail, fax, or scan and e-mail this sheet to: Paul Ovrom / IDALS / 502 E 9th St /
Des Moines IA 50319 / fax 515-242-5015 / paul.ovrom@iowaagriculture.gov

Name and Address: _____

Phone: _____

**Wednesday March 12th
10-11:30 am**

_____ Britt
_____ Clinton
_____ Decorah
_____ Des Moines
_____ Fairfield
_____ Ft Dodge
_____ Harlan
_____ Iowa City
_____ Manchester
_____ Marshalltown
_____ Osceola
_____ Red Oak
_____ Sheldon

**Thursday March 27th
6-7:30 pm**

_____ Carroll
_____ Centerville
_____ Council Bluffs
_____ Creston
_____ Davenport
_____ Decorah
_____ Des Moines
_____ Emmetsburg
_____ Marion
_____ Mason City
_____ Peosta
_____ Sioux City
_____ Waterloo
_____ West Burlington

**Tuesday April 8th
Noon – 1:30 pm**

_____ Burlington
_____ Cedar Falls
_____ Cedar Rapids
_____ Charles City
_____ Clarinda
_____ Council Bluffs
_____ Davenport
_____ Des Moines
_____ Dubuque
_____ Ft Dodge
_____ Osceola
_____ Ottumwa
_____ Sioux City

**Thursday April 17th
6-7:30 pm**

_____ Algona
_____ Cherokee
_____ Corning
_____ Des Moines
_____ Ft Madison
_____ Independence
_____ Iowa Falls
_____ Muscatine
_____ Ottumwa
_____ Riceville

**Thursday June 12th
2-4 pm**

_____ Des Moines

**Tuesday May 6
6-7:30 pm**

_____ Cedar Falls
_____ Council Bluffs
_____ Davenport
_____ Des Moines
_____ Dubuque
_____ Ft Dodge
_____ Iowa City
_____ Marshalltown
_____ Mason City
_____ Mt Pleasant
_____ Osceola
_____ Sioux City
_____ Spencer